



Posted: 05/19/2014 SP  
Amended Posted: 05/23/2014 SP

CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF FUNERAL SERVICES**

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<b>PUBLIC MEETING NOTICE:</b>	<b>Delaware Board of Funeral Services</b>
<b>DATE AND TIME:</b>	<b>Tuesday, May 27, 2014 at 10:00 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room B</b> , second floor of the Cannon Building

**AMENDED AGENDA**  
(Amended items are indicated by an asterisk\*)

- 1.0 **CALL TO ORDER**
- 2.0 **REVIEW AND APPROVAL OF MINUTES**
  - 2.1 March 25, 2014
- 3.0 **UNFINISHED BUSINESS**
  - 3.1 Rules and Regulations
    - 3.2.1 Elimination of Embalming Room Requirement for Firms with Multiple Locations\*
- 4.0 **NEW BUSINESS**
  - 4.1 RATIFICATION OF LICENSURE -- None
  - 4.2 REVIEW OF RESIDENT INTERN REPORTS
    - 4.2.1 Sara E. Chandler – 2<sup>nd</sup> Quarter Reports
  - 4.3 REVIEW OF APPLICATIONS FOR LICENSURE
    - 4.3.1 Edward Conway, Funeral Director
    - 4.3.2 Spencer Groff, Funeral Director
  - 4.4 REVIEW OF APPLICATIONS FOR CONTINUING EDUCATION APPROVAL
    - 4.4.1 Delaware State Funeral Directors Association 2014 Convention, March 19, 2014
      - 4.4.1.1 Reconstruction of Difficult Cases, Requesting 2 CEUs
      - 4.4.1.2 Crematory Operations: State of the Practice, Requesting 1 CEU
      - 4.4.1.3 Relax! Or You're Fired, Requesting 1 CEU
      - 4.4.1.4 Postmortem Changes, Requesting 2 CEUs
      - 4.4.1.5 Convention Expo, Requesting 1 CEU
      - 4.4.1.6 Pre-Arrangement and Aftercare, Requesting 2 CEUs
      - 4.4.1.7 Handling Decomposition Cases; Transforming The Decomposed, Requesting 2 CEUs
      - 4.4.1.8 Convention Expo, Requesting 1 CEU
- 5.0 **COMPLAINT UPDATES AND CONSENT AGREEMENTS**
  - 5.1 COMPLAINT UPDATES
    - 5.1.1 #27-01-13 (Fletcher) Dismissed due to 'Insufficient Evidence'
    - 5.1.2 #27-01-14 (not assigned) Forwarded to Attorney General's office
    - 5.1.3 #27-02-14 (not assigned) New Complaint

5.2 HEARING OFFICER RECOMMENDATIONS - None

5.3 CONSENT AGREEMENTS – None

6.0 **CORRESPONDENCE**

6.1 Bennie Smith letter – Temporary Location of Funeral Services

6.2 The Conference – Election for District 2 Director\*

7.0 **JOINT SUNSET REVIEW PROCESS**

7.1 Board of Funeral Directors – 2014 Recommendations for Legislation

7.2 Funeral Procession Memo\*

8.0 **OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

8.1 Maryland State Board Regulations – Impact on Delaware Directors holding Maryland Licenses

8.2 Definition of Embalming as recognized by current regulations

8.3 Clarification regarding Licensed Funeral Directors and Funeral Services, and how they relate to 3118-Exemption D.

9.0 **PUBLIC COMMENT**

10.0 **NEXT MEETING** – Wednesday, July 22, 2014 at 10:00 a.m., Second Floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, DE 19904

11.0 **ADJOURNMENT**

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date (excluding weekends and State holidays):

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**BOARD MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**